

**EXTERNAL AFFAIRS ITEMS****Monthly**

- Legislative Report [Updates on State, Federal, Regional and Local Legislation]

**Semi-Annual Reports (Oct, April)**

- Update on the next generation of Clipper

**Annual (Jan)**

- Adoption of State/Federal Advocacy Program

**Pending Not Scheduled**

- Status report on the Oral History Project. [Request from Director Peeples to retain on long-term pending. Staff to continue efforts to locate funds, hire personnel utilizing grant funds, and contact local museums to determine if there is interest in taking on the project].
- Extend an invitation to John McPartland to provide a NIMs course ICS 402 to the Board and other local elected officials. [Requested by Director Peeples – 12/9/15] [Staff is attempting to schedule course with Mr. McPartland; date is pending]

**FINANCE AND AUDIT ITEMS****Monthly**

- Report on Investments
- Fiscal Policies (Review one per month)

**Bi-Monthly**

- Budget Update (Report will also include the status of the District's reserves and capital and operating component – Requested by Director Harper 10/25/17)

**Quarterly Reports (Nov, Feb, May, Aug)**

- Board/Officer Travel/Meeting Expense
- Employee Out-of-State Travel
- Surplus/Obsolete Materials

**Annual Reports**

- Appropriations Limit (June); Adoption (July)
- Audit Engagement Letter (June)
- Budget Calendar (Nov)
- Parcel Tax Oversight Committee (Dec)
- Year-End Audited Financial Statements (Nov)

**Pending Not Scheduled**

- Report on the advisability of having the Internal Audit Department report directly to the Board. [Requested by Director Peeples – 5/28/14]
- Lifetime bus pass for Board members that serve three or more terms in office. [Requested by President Ortiz – 10/10/18]

**OPERATIONS ITEMS****January**

- January 23<sup>rd</sup>: Abolish the Central County Policy Advisory Committee following creation of an Interagency Liaison Committee with the City of Hayward. [Requested by Director Williams – 6/27/18]

**February 27<sup>th</sup>**

- Review of the District's sexual harassment/nepotism policies considering recent national headlines. [Requested by Director Harper – 12/13/17]

**March 27<sup>th</sup>**

- Amendments to Board Policy 465 – Procurement Policy:
  1. Report on the feasibility and advisability of developing an evaluation process and debarment procedure for vendors, so that if they don't perform, the District does not have to accept their bid. Please reference the 2016-2017 Alameda County Grand Jury Report. [Requested by Director Peebles – 7/12/17]
  2. Policy change with respect to procurement protests that would allow the vote on a contract award to be postponed until staff analyzed any protest or opposition. The option of having a notice of intent should also be considered [Requested by President Ortiz – 12/13/17]
- Development of a Board Policy to address the issue of hiring/procurement of independent contractors and consultants. [Requested by President Ortiz – 5/24/17]

**April**

- Report on the availability of grant funding for security/safety issues [requested by Director Williams – 7/25/18]
- Report on the District's emergency preparedness efforts and plans for handling emergencies at the bus divisions and how it compares with other cities within in the District. [Requested by President Ortiz – 11/8/17]

**Quarterly Reports (Nov, Feb, May, Aug)**

- Operations Performance Report (includes report on the Call Center)
- Contracts/Purchasing Activity Report

**Semi Annual Reports**

- DBE/FTA Report and DBE Goal Update (May/Nov)

**Annual Reports**

- State of the Bus Fleet Report (Jan)
- Classification Specification Modifications in Prior Year (Jan)

**Pending Not Scheduled**

- Report on a back-up system to help operators address farebox jams and malfunctions. [Requested by Director Wallace – 4/27/16]
- Report on the feasibility and cost to bring paratransit service in-house. [Requested by Director Davis – 6/28/17]
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- Feasibility of providing stress management/crisis response training to ATU employees in order to provide assistance to co-workers after accidents/traumatic events. [Requested by Director Williams – 10/25/17]
- Report on how Sheriff’s deputies prioritize which bus stops to patrol in terms of making sure that delivery trucks are not using them as loading zones. [Requested by Director Harper – 1/15/18]
- Consider ending Other Post-Employment Benefits for new Unrepresented employees. [Requested by Director Harper – 5/16/18]
- Report from the General Counsel on the District’s responsibilities with respect to the Supreme Court’s decision on *Janus v. AFSCME* (may be a closed session item). [Requested by Director Harper – 6/27/18]
- Analysis of the District’s various insurance coverages and whether it makes sense to continue to carry those policies, self-insure to a higher level or self-insure completely. [Requested by Director Peeples – 6/27/18]
- Report on MUNIs experience with wheelchair securement and why they have decided not to secure wheel chairs as well as what is required under FTA/ADA rules and what other agencies are doing. The report should also discuss studies by APTA and TRB on this issue. The report should also address the increasing presence of carts on buses and what should be done about it. Feedback is to be sought from bus operators. [Requested by Director Harper – 7/25/18]
- Report how Human Resources plans to address the difficulties in hiring operators [Requested by Director Harper – 9/12/18].
- Report on how the District plans to utilize the increased power of Clever Devices CAD/AVL system. [Requested by Director Harper – 9/12/18].
- Report on the availability of various types of driver assistance technology on buses that is already available for cars [Requested by Director Harper – 10/10/18].

<b>PLANNING ITEMS</b>
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**January**

- January 23<sup>rd</sup>: Report on the status of Oakland’s Complete Streets Projects and a policy decision on how aggressive we will be on enforcing the multimodal guidelines [Requested by Director Peeples].

**February**

- Update on the status of the customer satisfaction survey. Matter was retained in committee on July 9, 2008, pending receipt of proposed survey. On 9/30/09 Director Peeples requested the report include staff’s analysis of surveys conducted in Europe, specifically surveys conducted in Helsinki Finland, to determine how surveys can be done cheaper, better and more often. [Requested by Director Peeples – 5/28/08]

**March**

- Report on the opportunities and challenges for implementing headway-based scheduling on high-frequency lines in the AC Transit system [Requested by Director Harper – 7/27/16]

**May 2019 (Board Retreat)**

- Director Young requested that PG&E and some of the Hydrogen providers be invited to the next Board Retreat to discuss how they plan to address transit's needs for energy in the future as well as a review of our study to see how they will address the District's future needs.

**June**

- Report on the feasibility of possibility of converting Line 97 to a rapid line. [Requested by Director Williams – 4/11/18].

**December**

- Explore the use of fare inspectors with hand held readers for Clipper cards in order to load passengers through the back door of buses at Berkeley BART and 14<sup>th</sup> Street and Broadway during peak hours. [Requested by Director Peeples – 11/11/15]
- Report on the methodology used to determine bus fleet composition and the factors considered in making fleet decisions. [Requested by Director Harper – 7/27/16]

**Zero Emission Related Items**

- Medium and long-term implementation plan for a zero-emission fleet, taking into consideration the District's space needs and financial constraints as well as the District's commitment to a zero-emission fleet by 2040. [Requested by Director Davis – 11/11/15; Long-term pending]
- Redevelopment plan for the operating divisions (including any structural updates required, additional space for buses, and future service expansion), as well as a plan to go zero emission as soon as possible and a plan to fund it. Also requested research on zero emission bus purchase policies similar to the one at SunLine Transit. Report is to be a significant, well thought out report that will be available by the end of 2017 in order to make major policy advancements. [Requested by Director Young – 12/14/16]
- Resolution supporting the continuation and expansion of the District's Fuel Cell Program, subject to funding availability. *The resolution will be drafted by Director Peeples* [Requested by Director Peeples - 6/11/14]

**Monthly Reports**

- BRT Construction Progress

**Quarterly Reports (Nov, Feb, May, Aug)**

- Update on District Involvement in External Planning Processes

**Annual Reports**

- Update on CARB (June)
- Update on Service and Operations in Special District 2 (Meeting in D2)

**Pending Not Scheduled**

- Request to have staff retain ITS Davis to work with the Planning Department and report on what AC Transit would look like after the Three Transportation Revolutions (vehicle electrification, automation, and widespread shared mobility). [Requested by President Ortiz – 12/13/17]
- Report on the issue of eliminating local riders from Transbay lines where there is no underlying service [Requested by Director Peeples – 8/8/18].

- Feasibility study and cost of two projects to compete for Measure BB money: 1) strengthening the first lane of the parking lot on the east side of the Rockridge BART station in order to provide a transfer point for Line 51; and 2) a way to be able to take a bus down College Avenue and turn left onto Broadway. [Requested by Director Peeples – 11/11/15]
- Report back on contact with the City of Oakland regarding the possibility of developing standard routes for parades, demonstrations, marathons, etc., so AC Transit can figure out what to do with its service during these events. [Requested by Director – 5/30/18]

**BOARD OF DIRECTORS****Pending Not Scheduled**

- Follow-up presentation by MUNI staff on the data collected and conclusions drawn from MUNI's proof-of-payment study. [Requested by Director Peeples – 1/14/15]